

Louisiana Physical Therapy Board

MINUTES Regular Scheduled Board Meeting May 30, 2019

APPROVED

Proceedings for the Louisiana Physical Therapy Board, taken in regular session on May 30, 2019 at 2110 W Pinhook Road, Suite 202, Lafayette, LA 70508. A quorum of members were present. Board members present were: Chairman Julie Ann Harris, and board members Judith Halverson, Phil Page, Kathryn “Katie” Brittain, and Melissa Cox. Advisory Committee Member present was Tyra Mitchell. Charlotte Martin, Executive Director and Jessica Alwell, Assistant Executive Director; and Attorney Celia Cangelosi were present.

Chairman Julie Ann Harris called the meeting to order at 9:11 am.

Katie Brittain moved to amend the agenda to add a special program at 12:30pm for training on interviewing individuals who file a complaint to the board on licensees who have reported sexual misconduct. Judith Halverson seconded the motion. The board voted and unanimously approved the amended agenda.

The board members reviewed the minutes from the March board meeting. Phil Page moved to approve the minutes as written. Melissa Cox seconded the motion. The board voted and unanimously approved the minutes.

Judith Halverson moved to go into Executive Session. Melissa Cox seconded the motion. The board voted and unanimously approved to go into Executive Session to discuss the annual performance evaluation of the Executive Director.

The board exited Executive Session.

OFFICER REPORTS

Chairman Report

The board members discussed the topic of American Disabilities Act (ADA) requests for the National Physical Therapy Examination (NPTE). Chairman Harris updated the board on a conversation she and Mrs. Martin had about a national company, Paradigm, that partners with the Federation of State Boards of Physical Therapy (FSBPT), other national federations and associations, and other state boards to review requests as a service to boards. Phil Page moved to have Chairman Harris work with the Executive Director to partner with Paradigm to provide ADA accommodation request reviews and recommendations to the board. Judith Halverson seconded the motion. The board voted and unanimously approved.

Chairman Harris informed the board that the Governmental Affairs of the Louisiana Physical Therapy Association (LPTA) requested a meeting in mid-June to receive an update on the Senate and Governmental Affairs meetings. Phil Page, Katie Brittain, Chairman Harris, and Charlotte Martin will participate on the call to provide information and answer questions.

Executive Director Report

Mrs. Martin reported the current complaint summary of activity that occurred since the last meeting:

Currently Open (Licensees) 16

Currently Open (Non-Licensees)	0
Complaints Received	13
Informal Conferences	0
Hearings Scheduled	1
Appeals	1
Proposed Consent Order	0
<u>Closed Cases</u>	<u>10</u>
Total Open Investigations:	16

Mrs. Martin updated the board that from the last board meeting through April, 54 licenses were issued. She also informed the board that during the 2019 renewal period, 2210 licensees renewed their licenses and 157 did not renew.

Mrs. Martin informed the board that in order to be compliant with Sexual Harassment Legislation in Louisiana, the board must have a sexual harassment policy and post it to their website. Mrs. Martin presented the board with a draft policy. Katie Brittain moved to adopt the sexual harassment policy with recommended changes and to be reviewed by the chairman upon completion. Phil Page seconded the motion. The board voted and unanimously approved.

Mrs. Martin presented the board with training options from Sexual Trauma Awareness and Response (STAR) Advocates and Louisiana Foundation Against Sexual Assault (LaFASA) on the topic of trauma and working with sexual assault survivors. Katie Brittain moved to join as a member of Louisiana Foundation Against Sexual Assault, which would include a variety of off-the-shelf and customized training offerings for the board. Phil Page seconded the motion. The board voted and unanimously approved.

Mrs. Martin also informed the board of two upcoming training workshops offered by STAR Advocates: Responding to Disclosures being held in Baton Rouge on June 19th and New Orleans on June 21st.

Mrs. Martin updated the Board that a letter was drafted to the East Baton Rouge Parish District Attorney's office with an attachment that can be sent out to individuals who report crime that involved physical therapists informing them that our agency exists, the purpose of our agency, and information on how they can report a complaint. Katie Brittain moved to revise the letter to be sent out to all district attorneys in the state, not just the East Baton Rouge Parish District Attorney's office. Judith Halverson seconded the motion. The board voted and unanimously approved. The board directed the Executive Director to work with SSA Consultants on coordinating this effort through the District Attorney Association as a first step. Katie Brittain moved to work with SSA Consultants to notify the District Attorney Association so they are aware of the letter and can consider disseminating the letter to individuals who report misconduct of physical therapists in other areas of the state. Judith Halverson seconded the motion. The board voted and unanimously approved.

The board requested that Mrs. Martin present an overview of all contracts at the next board meeting.

The board requested that Mrs. Martin schedule interviews with attorneys for the board to consider legal contracts at the next board meeting.

Secretary/Treasurer Report

The board reviewed the FY 2019-2020 budget. Melissa Cox motioned to add a professional services line item on the FY 2019-2020 budget at \$49,999. Judith Halverson seconded the motion. The board voted and unanimously approved.

Pox seconded the motion. The board voted and unanimously approved the budget for FY 2019-2020.

The board reviewed the treasurer reports from December 2018 through April 2019. The board did not review regular financial reports at the board retreat in March 2019, but rather looked at projected costs of initiatives with the intention of reviewing all financial reports at this board meeting.

As of December 31, 2018, cash in the bank totaled \$139,607.97 in the checking and savings accounts at Farmer's Merchant Bank. Total Income totaled \$24,027.00 and ordinary expenses totaled \$44,161.23.

The Certificates of Deposit at Business First Bank totaled \$974,631.53. CD #054 earned interest of \$460.15 in the month of December. The ending balance as of 12/31/2018 was \$487,271.66. CD#111 earned interest of \$308.11 in the month of December. The ending balance as of 12/20/2018 was \$517,327.98. CD #025 was started on 12/20/2018 with a deposit of \$487,359.87 and does not have reportable interest earned by 12/31/2018/.

As of January 31, 2019, cash in the bank totaled \$109,097.50 in the checking and savings accounts at Farmer's Merchant Bank. Income totaled \$38,422.00 and ordinary expenses totaled \$67,469.14.

The Certificates of Deposit at Business First Bank totaled \$976,167.11. CD #054 earned interest of \$475.94 in the month of January. The ending balance as of 1/31/2019 was \$487,747.60. CD #025 earned interest of \$1,059.64 in the month of January. The ending balance as of 01/31/2019 was \$488,419.51.

As of February 28, 2019, cash in the bank totaled \$289,808.10 in the checking and savings accounts at Farmer's Merchant Bank. Income totaled \$122,756.00 and ordinary expenses totaled \$48,368.00.

The Certificates of Deposit at Business First Bank totaled \$977,705.53. CD #054 earned interest of \$476.41 in the month of February. The ending balance as of 02/28/2019 was \$488,224.01. CD #025 earned interest of \$1,062.01 in the month of February. The ending balance as of 02/28/2019 was \$489,481.53.

As of March 31, 2019, cash in the bank totaled \$624,600.43 in the checking and savings accounts at Farmer's Merchant Bank. Income totaled \$208,435.00 and ordinary expenses totaled \$49,541.03.

The Certificates of Deposit at Business First Bank totaled \$979,097.58. CD #054 earned interest of \$430.72 in the month of March. The ending balance as of 3/31/2019 was \$488,654.73. CD #025 earned interest of \$961.33 in the month of March. The ending balance as of 03/31/2019 was \$490,442.85.

As of April 30, 2019, cash in the bank totaled \$653,270.95 in the checking and savings accounts at Farmer's Merchant Bank. Income totaled \$65,632.00 and ordinary expenses totaled \$57,335.96.

The Certificates of Deposit at Business First Bank totaled \$980,641.28. CD #054 earned interest of \$477.29 in the month of March. The ending balance as of 4/30/2019 was \$489,132.02. CD #025 earned interest of \$1,066.41 in the month of March. The ending balance as of 04/30/2019 was \$491,509.26.

SPECIAL PROGRAM

Erin MacInnes, MSW, LCSW from Partners in Physical Therapy provided a training on the Forensic Experiential Trauma Interview by Russell Strand. Katie Brittain disclosed to the Board that Ms. MacInnes is her sister and business colleague and after a conversation about the need to understand more about trauma and speaking to survivors of trauma, Erin offered to provide a training at short notice to the board.

COMMITTEE REPORTS

CEU Committee

Katie Brittain moved to approve the Continuing Education Audit of 10% of the licensees who renewed their license in 2019. Melissa Cox seconded the motion. The board voted and unanimously approved.

Phil Page moved to deny approval of continuing education units for the course Successful Aging because it does not rise to the level of requirements for continuing education outlined in Rule §195. Judith Halverson seconded the motion. The board voted. Judith Halverson, Phil Page, and Melissa Cox approved the denial of the course. Katie Brittain and Chairman Harris voted nay.

The board unanimously approved the request of Lauren Rachal to receive an extension on the CEU Audit.

The board unanimously approved the request from the Louisiana Department of Health for CEU course sponsor fees.

Katie Brittain moved to invalidate the use of the Acknowledgement of Dry Needling Episodes for Educational Purposes form for Dry Needling Requirements as of May 30, 2019, and to refer licensees to Rule §311. Melissa Cox seconded the motion. The board voted and unanimously approved.

Opioid Prevention

Katie Brittain gave the board a short update regarding the progress of the opioid prevention initiatives and next steps.

JP Exam Review

Chairman Harris updated the board of the progress of the Jurisprudence Exam Review and next steps.

NEW BUSINESS

The board reviewed a question related to teletherapy in Louisiana. The board determined that the licensee should review the language of the statute and rules as they relate to teletherapy in Louisiana.

The board reviewed correspondences from licensee Dianna Gates asking that the board consider amending Rule 309. The board determined that the Rules Revision Committee will take Ms. Gates' recommendation into consideration at the next Rules revision.

OLD BUSINESS

The board reviewed a questionnaire that the staff created to replace the Essay portion given to licensees as a part of their consent order requirements. The board decided to call this questionnaire the, "Ethics Assessment Tool" Katie Brittain motioned to approve the Ethics Assessment Tool as presented. Judith Halverson seconded the motion. The board voted and unanimously approved.

The board discussed the difference of a Request for Proposals (RFP) process and a process of hiring legal counsel. Phil Page moved to post job listings for General Counsel and Prosecution positions and to not follow the formal RFP process of the state in seeking legal counsel. Katie Brittain seconded the motion. The board voted and unanimously approved.

PUBLIC COMMENT

No public comment.

Chairman Harris moved to adjourn the meeting. Craig Prejean seconded the motion. The board voted and unanimously approved. The board meeting was adjourned at 3:36pm.